

Santa Ana College Professional Development Advisory Committee Minutes

Wednesday, March 23.2022; 1:30 PM -3:00 PM in Zoom Meeting

Attendees:

Stacy Russo, Marisol Sanchez-Moreno, Teresa Mercado-Cota, Amberly Chamberlain, Tanisha Burrus, Jose Lopez-Mercedes, Madeline Grant, Jeremy Weinraub, Patty Sanchez, Cherylee Kushisa, Carol Seitz, Maria Aguilar Beltran, Dr. Merari Weber, Stephanie Clark

Shared Documents:

Agenda; Minutes for February Professional Development Committee Meeting

Action Items:

- I. Public Comments
 - a. Professional Development has a new hire that will be starting with them shortly.
 - b. HR has no pool to pull from
- II. Minutes
 - a. Madeline moved to approve minutes; Cherylee seconded the motion. Minutes have been approved.
 - b. Committee advised by Amberly that minutes and agendas are up to date and can be accessed on PD webpage.
- III. Reports
 - a. Faculty
 - i. Flex
 1. Report on Flex to Deans is coming up
 2. Faculty encouraged to get their transcripts updated
 - b. Students
 - i. No Student Reports
 - ii. Currently short one student on credit side. Looking for a student to fill in. Stacy Russo will see if she can locate someone.
 - c. Management
 - i. Currently looking at purchasing more trainings for managers
 - ii. Managers are encouraged to attend as many EEO trainings as possible
 - iii. Hiring is being stalled due to a need for monitors
 - iv. Professional Development is a reporting body to College Council and recently had presentations to College Council and College Management.
 - v. SACMA has a meeting in April and MTA has a meeting in May
 - vi. Jose attended CSD virtual meeting and presented at the Pathways to Equity; Transforming Institute Cultures on March 16th; plans to participate in the Online Teaching conference and will reach out to Dr. Nery.
 - d. Classified
 - i. Classified has new members
 - ii. CSEA and others have come forward to help with planning the Classified Day during the summer.

- iii. Classified encouraged to fill out survey to request topics and assist with putting it together.
- iv. Classified would like funding for event and location. Equity funds cannot be used. Merari advised that a form to Foundation was easy to fill out and may be a way to request funds needed for the event.
- v. Questions on how to access funds have not be resolved and was a posed question last year.
- vi. Teresa and/or Amberly may ask at the next DIG meeting and Tanisha and Marisol encouraged to reach out to CSEA.

IV. Business

- a. PD Department Update
 - i. Committee updated on where PD is in terms of Classified support
 - ii. PD will do their best to catch up and handle all requests
 - iii. All constituent groups need to continue doing their forms as they have been
- b. Faculty Presentation-S. Clark
 - i. Stephanie gave a presentation on shifting the professional development model from a broader offering to a more structured offering that is intentional in ways of equity and in a deeper reflection of the classroom.
 - ii. Greater focus aimed on deliverables in ways of Outcomes and being able to track the success of Professional Development
- c. PD Committee Activities/Workgroups
 - 1. An Overview of the 4-yr New Faculty Institute Plan was presented
 - 2. Importance of community building and connection between faculty members emphasized. Recommended that tenured faculty should also go through a series together and earn a certificate
 - 3. Agreement on offering options (cafeteria style) while still providing more structure
 - 4. Faculty Subcommittee responded to a variety of needs. Faculty are hired with different needs for their programs. A Canvas course was recommend and Gateway can continue to provide support to individual faculty needs
 - 5. Stephanie recommend a similar process be created for Classified to identify their needs for onboarding staff and develop training.
 - 6. A shift in intentionality and how the data is collected primarily in the classroom since completion will affect the college's master plan and how money is spent. Conversations will need to be had collectively
 - 7. Suggestion: that there should be a general ED portion that everyone should do to promote equity and campus-wide activities
 - 8. Suggestion in Chat: The 5th year should be open to all veteran faculty
 - i. Protocols

1. The committee needs to be more engaged in the procedural aspects
 2. Learning & Education will continue to gather information, topics, put people in place and provide administration
 3. The creation of a rubric for proposing workshops discussed that will provide more structure but also allow for creative outlets
 4. The creation of an outside task force including the Chairs, Jose, Carol, Stacy, and Patty to look into working on protocols and procedures
- d. Other
- i. Reminder that LGBTQ Summit is on April 1st, 2022; the committee is encouraged to attend in person or virtually
 - ii. Links to the following were provided
 1. <https://www.sac.edu/FacultyStaff/professional-development/Pages/Advisory%20Committee%20and%20Workgroups.aspx>
 2. <https://docs.google.com/presentation/d/1unGE3MJ5T34p9EhUZmPtsojIpm0kPabe/edit?usp=sharing&oid=115844593178387669072&rtfpof=true&sd=true>
 3. <https://cccconfer.zoom.us/rec/share/WqqukMoYOUG-5Lj24l8D3l-Rjamp7r4DgIY90zzjOwSn-nffNX8iF3WXkhbspPj.Orzy5KjUn0AM7896>
 4. <https://forms.office.com/pages/responsepage.aspx?id=IQAEqG1xSU63g7X3Ru6os6-ld5ZapHVGo8IKoJu7aWZUQ1dFRFVSVzU4TUFQOEZKWTBKUIVMUTBSNS4u>

Marisol calls the meeting to an end. Next meeting is on April 27th, 2022.